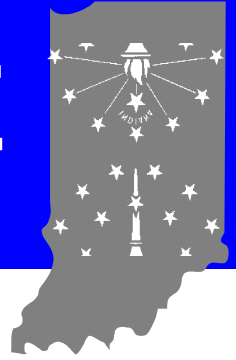


# The INTERCHANGE

Monthly Newsletter for State Employees Prepared by State Employees



**JOSEPH E. KERNAN, Governor**

**D. Sue Roberson, Director**  
**STATE PERSONNEL DEPARTMENT**  
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January 1, 2004

Dear Fellow Health Plan Participants:

First a huge ***thank you*** to everyone for your patience during our most recent Open Enrollment process. This was the first Open Enrollment that everyone completed electronically. I'm proud to say that this year's data is the most accurate ever collected. This accuracy came at a cost, during this, our first year of statewide implementation. The process for many was filled with frustration and long periods of time waiting to access the database. For that I sincerely apologize.

It appears the difficulties experienced were hardware based and not software (Peoplesoft) based. The Peoplesoft suite was highly recommended by the State of Massachusetts, State of New York, State of North Dakota, State of Vermont, and the State of Kansas. Peoplesoft is currently being used by many fortune 500 companies, Eli Lilly, IUPUI, Butler University, countless counties and municipal governments, and even the U.S. Department of Defense.

Before, during, and after implementation, we have remained in constant contact with representatives of other user states who have used this software for open enrollment. The State of Indiana will improve open enrollment performance as we eliminate this year's hardware obstacles. Numerous meetings and focus groups are being held to work out the issues identified with Open Enrollment. We will resolve these issues. I have every confidence that we will prevent a reoccurrence of this year's delays in the 2004 open enrollment. Again, thank you for your time, patience, and effort during Open Enrollment. I will keep you posted through the Interchange of our progress.

Sincerely,

D. Sue Roberson  
State Personnel Director

## Don't Miss Out on Earned Income Tax Credit

Imagine what a \$1,612 check could do for you and your family at tax time. That's the average amount Indiana families received in tax year 2001 from the federal Earned Income Tax Credit (EITC) – money that they earned.

Don't miss out. If you worked and made less than \$34,692 last year, you may qualify for a federal Earned Income Tax Credit up to \$4,204. Indiana also has a state EITC.

Many people who qualify don't claim the credit – as many as 19 percent, according to estimates from the Internal Revenue Service. Don't be one of them.

Who's eligible:

- § Families with one child who earned less than \$29,666 in 2003 (or less than \$30,666 for married workers) may be eligible for a credit up to \$2,547.
- § Families with two or more children who earned less than \$33,692 in 2003 (or less than \$34,692 for married workers) may be eligible for a credit up to \$4,204.

- § Workers without a qualifying child who earned less than \$11,230 in 2003 (or less than \$12,230 for married workers) may be eligible for a credit up to \$382.

Here's how you get it:

- § If you were raising children in 2003, file federal tax return form 1040 or 1040A, not 1040EZ. Be sure to attach Schedule EITC.
- § If you weren't raising children in 2003, file federal tax return form 1040, 1040A or 1040EZ.

If you earned more than \$10,500 and have children, you may also qualify for the Child Tax Credit—up to \$1,000 for each dependant child under age 17. See your tax instructions and get federal tax return form 8812.

To learn more, or to locate free tax preparation sites for those eligible for the EITC, call 1-800-829-1040 or visit [www.irs.gov](http://www.irs.gov) or the Family and Social Service Administration's web site at [www.IN.gov/fssa/eitc](http://www.IN.gov/fssa/eitc).

## PerksCard Kickoffs Held in Various Locations Throughout Indiana



Governor Kernan present an appreciation award to Marc Locascio of the Department of Health. Marc introduced the PerksCard to the State Personnel Department.



Employees speak with vendors at the PerksCard Kickoff held at the Evansville State Hospital.



Thousands of employees attended the Indianapolis PerksCard Kickoff.



Cindi Coggin, Bob Dow, and David Greenfield of PerksCard pose for a picture with Governor Kernan before the PerksCard Statewide Kickoff in Indianapolis.



A vendor that attended the kickoff at the Department of Transportation facility in LaPorte displays samples of their products.

In Mid-December, PerksCard Kickoffs were held in 8 different parts of the state. A number of PerksCard vendors attended these events to introduce themselves to state employees. Prizes were given away at each of the kickoffs as well. A complete listing of the winners will be in February's issue of the Interchange. PerksCards for the following cities and surrounding areas will be available by February: Logansport/Lafayette, Anderson/Muncie/

Marion, Richmond, Madison, Jeffersonville, and Evansville. In the meantime, state employees may use a state employee ID or current paycheck stub at any PerksCard vendor. Employees may also take advantage of over 10,000 nationwide vendors by visiting [www.perkscard.com](http://www.perkscard.com) and becoming a member. The employer is "State of Indiana". Any questions regarding PerksCards should be directed to your Agency Human Resources Office.

## Hoosiers Helping Hoosiers 2003 a Huge Success!



First Lady Maggie Kernan and Governor Joe Kernan helped load Department of Transportation (INDOT) trucks with food and household supplies collected by state employees for the annual Hoosiers Helping Hoosiers food drive on December 8, 2003.

State workers in all of Indiana's 92 counties collected over 15,000 nonperishable items. Employees at each location, including branch offices and other state facilities, selected food pantries, shelters and other organizations in their local communities to receive the donations.

Joining the Governor and the First Lady were a number of state workers who volunteered their time to help load trucks with non-perishable food, cleaning supplies and other items collected in Marion County for delivery to the Hoosier Veterans Assistance Foundation in Indianapolis, an organization that was chosen by Mrs. Kernan.

Indiana state employees have worked together each holiday season since 1999 in a coordinated campaign to gather food and household supplies for those in need.

Dear State Employees:

On behalf of the Hoosier Veterans Assistance Foundation I would like to thank the Office of the First Lady, the State Department of Personnel and all state employees for the very generous donation of canned and non-perishable food. The impact this large quantity of food can make in the lives of homeless and needy veterans in our city is immeasurable.

The Hoosier Veterans Assistance Foundation is dedicated to eliminating homelessness for veterans and their families through prevention, education, supportive services and advocacy. This is accomplished by providing supportive, structured transitional housing to Indiana's Veterans and their families who are recovering from homelessness. Additionally, we provide these Veterans and their families with the assistance necessary to ensure successful independent living within the community.

The latest count conducted by the Coalition for Homeless Intervention and Prevention (CHIP), places the number of homeless people in Marion County at 3,800 each night, 900 (24%) are veterans. Actual US Government figures show as many as 300,000 homeless veterans nationally with Indiana having 3,535 homeless veterans. The number of near homeless staying temporarily with friends or family is estimated to be 4-6 times that number. Generally, homeless veterans suffer from the same conditions as other homeless people; substance abuse, poverty, mental illness, physical disabilities, legal problems or a combination of these issues. Add the trauma of the combat experience, and you have a severely disenfranchised population.

The Hoosier Veterans Assistance Foundation relies on the support and generosity of groups and individuals like the state employees to help us help veterans in need. Without your support we would not be able to provide the kind of full service care we now offer. There are today, tonight, and tomorrow, servicemen who need your help. When they can't reach to you they reach to us.

Again, thank you to everyone who participated in the **Hoosiers Helping Hoosiers** canned food drive. We ask that as the year comes to a close we all remember those who are in need in our community.

Thank you for your very generous and kind support!

Sincerely,  
Elizabeth C. Ellis  
Director of Development  
Hoosier Veterans Assistance Foundation



## TRAINING PROGRAMS

February 2004

Date	Time	Class	Cost
3	9:00 - 3:00	Conflict Resolution	Free
4	9:00 - 4:00	Information & Records Management	Free
5	9:00 - 1:00	Family Medical Leave**	Free
10	9:00 - 12:00	Decentralized Hiring**	Free
11	9:00 - 12:00	Short/Long Term Disability/Workers' Compensation	Free
12	9:00 - 4:30	Situational Leadership**	\$50
13	9:00 - 4:00	Personnel Rules	Free
17	9:00 - 12:00	Sexual Harassment Prevention	Free
17	10:00 - 11:00	Ethics Orientation	Free
18	1:00 - 3:30	Hoosier S.T.A.R. "Are You Saving Enough?"	Free
19	9:00 - 12:00	Selection & Interviewing	Free
24	8:30 - 12:30	Preventing Violence in the Workplace	Free
25	8:30 - 4:30	Interpersonal Dynamics	\$25
25	10:00 - 12:00	Ethics for Supervisors/Managers	Free
26	8:30 - 4:30	Pre-Retirement Planning Program	Free

NOTE: All classes will be held in the State Training Center except where noted.

\*\*These classes are only offered to SUPERVISOR/MANAGERS AND/OR HUMAN RESOURCES PERSONNEL.

Classes that require a fee are noted. Obtain your supervisor's approval to attend.

For more information or to register, you will need to contact your agency training contact person (ATCP).

Please visit <http://www.in.gov/jobs/training&development/0homepag.htm> to check for calendar updates before registering.

## 2003-2004 State Employees' Community Campaign Results

State employees have now contributed \$1,167,062 to their favorite charitable organizations through the State Employees' Community Campaign (SECC). That amount is 97.3% of the \$1.2

million SECC goal. By mid-December, the campaign had raised about \$67,000 more than it did last year, a 6.1% increase! Final results will be included in next month's Interchange.



*D. Sue Roberson, State Personnel Director with Dept. of Transportation (INDOT) SECC coordinators Erin Pipkin and Kim Sons, Commissioner Bryan Nicol, and Mike Cabat, SECC Fiscal Agent, in a small recognition ceremony. INDOT was recognized for being the State agency that raised the most money (\$83,128.34).*



*D. Sue Roberson with White River State Park Development Commission SECC coordinator Jayne Ann Hill, Director Peggy Boehm, and Mike Cabat. The White River State Park Development Commission was recognized for being the State agency with the largest per capita giving amount (\$486.94).*



Artwork provided by Jerry Williams, State Personnel Department.

## The Interchange

Published by the Indiana State Personnel Department. Printed as a courtesy of Central Printing - Dave Sandlin, Manager; Distributed as a courtesy of Central Mail, and placed on the Internet, courtesy of Access Indiana.



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